

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
ANNUAL MEETING MINUTES
Housing Authority Office
September 22, 2010
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:06 a.m. by the Chairperson.

ELECTION OF OFFICERS

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to re-elect all officers to their current positions with the exception of Ms Christison-Lagay. Ms Christison-Lagay shall be the Assistant Secretary. Motion approved unanimously.

MINUTES

A motion was made by Ms Hall and seconded by Mr. Simonsen to accept the minutes of the August 11, 2010 Regular Meeting. Motion approved unanimously

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the July and August bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the July Financial Reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded Mr. Eddy to accept the August 2010 Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Resident Advisory Committee

Mr. Eddy reported that he is gathering comments from the survey review. Mr. Eddy requested all comments from the office be returned by next week.

COMMITTEE REPORTS

Finance Committee

Budgets

The Finance Committee moves that the budgets as presented be approved by the Board and the following resolution:

RESOLUTION

Whereas, it is necessary that the Housing Authority of the Town of Mansfield increase the base rent at Holinko Estates and Wrights Village to meet increased cost of management and capital needs of the property.

THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE TOWN OF MANSFIELD THAT:

The Base Rent at Holinko Estates will be increased, effective May 1, 2011 as follows:

- a. Two Bedroom Flats from \$495 to \$545 per month.
- b. Two Bedroom Townhouses from \$523 to \$575 per month.
- c. Three Bedroom Flats from \$550 to \$610 per month.
- d. Three Bedroom Townhouses from \$578 to \$640 per month.
- e. Four Bedroom Townhouse from \$633 to \$710 per month.

The Base Rent at Wrights Village will be increased, effective January 1, 2011 as follows:

- a. Small One Bedroom from \$215 to \$265 per month.
- b. Large One Bedroom from \$225 to \$275 per month.

Mr. Eddy recused himself from the vote. Motion approved unanimously.

UNFINISHED BUSINESS

New Maintenance Vehicle

Ms. Fields stated that Ms Piette has spoke with Tony's Garage and they will be looking for a vehicle for the Housing Authority at the auction. After review the vehicles at the auction this past week, the estimated cost for a 2008 or 2009 with around 35,000 miles will cost approximately \$18,000 to \$23,000. Tony's Garage will look each week and should a vehicle become available that meets the needs of the Housing Authority, Ms Fields will need to act immediately.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to authorize Ms Fields to approve up to \$23,000 to purchase a truck for the Housing Authority. Motion approved unanimously.

Method for Responding to Comments from the Public

Ms Fields stated that she had not had an opportunity to incorporate the comments from the last meeting and will endeavor to do so for the next meeting.

NEW BUSINESS**December 2010 Meeting Date Change**

The December Regular Board Meeting has been rescheduled from December 16, 2010 at 8:00 a.m. to December 17, 2010 at 11:30 a.m.

Meeting Dates for next year

Due to time constraints this item will be moved to the next Regular Meeting.

OTHER BUSINESS**Review Bid Letter to HUD**

The Board reviewed and made changes to the letter which will be sent to HUD to accompany the bid for the Mansfield Scattered Sites properties. Ms Fields will send the letter to the HUD representatives.

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:15 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson